

Guidelines

1. W.e.f., 15.11.2010, third party cheques are not acceptable for Mutual Fund investments.
2. W.e.f., 1.01.2012, SEBI has introduced uniform KYC among all its intermediaries including mutual funds. Accordingly, all investors, other than existing CVL KYC compliant investors prior to 31-12-2011, are required to follow the new KYC compliance procedure while making any investment. The KYC forms are available on www.utimf.com.
3. Please use the service request forms as specified by UTI MF for the services like change of address (for non-KYC complied folios) updation / change of bank mandate. For the KYC complied Folios, request for change of address is to be updated with KYC Registration Agency (KRA)The completed and duly signed forms alongwith the necessary supporting documents can be submitted at any of the UTI Financial Centres.
4. All cheques and bank drafts must be drawn in the name of the scheme as specified in the SID/ and crossed "A/c Payee Only" cheque /DD. A separate cheque or draft must accompany each Application. In order to avoid frauds and as a best practice, investors are advised to make the payment instrument (cheque, DD, pay order etc) favouring "UTI Mutual Fund Scheme A/c First Investor name" or UTI Mutual Fund Scheme A/c Permanent Account Number" or UTI Mutual Fund Scheme A/c Folio Number".
5. Please submit the unit certificate, wherever issued, along with the request for redemption or transfer.
6. If the redemption request exceeds the balance in the account or if the balance falls below the minimum balance required, the account may be closed and the entire (lesser) balance may be paid by cheque / credited to your bank account.
7. The additional purchase / redemption / switch request must be signed by all joint holders in case the units are held jointly.

Check list

- The form is complete in all respects.
- The form is signed by the holders as per the holding basis.
- Units or Amount to redeem is clearly written
- Units or Amount to switch is clearly written
- Scheme details



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For Existing Investors
Type ESOA to 5 60 70 90
to request for Statement of
Account.

Type BAL <Folio no>
to 5 60 70 90 to know your
Folio Balance.